



Republic of the Philippines
OFFICE OF THE CITY MAYOR
City of Davao

**DAVAO CITY GOVERNMENT GUIDELINES No. 4
FOR CORONA VIRUS DISEASE (COVID-19)**

President Duterte issued Proclamation 922 on March 8, 2020, declaring a State of Public Health Emergency to take effect until lifted or withdrawn by the President. In addition, the Department of Health issued Alert Level 4, Code Red for Covid-19.

The following are the updated Guidelines for Davao City:

CITY GOVERNMENT OF DAVAO

1. Cancel flag ceremony and retreat until after the Public Health Emergency is lifted or withdrawn;
2. Employees are instructed to clean and disinfect their offices, individual personal spaces, and areas that are frequently used by the public. Heads of offices are mandated to create a daily disinfection schedule for frequently touched surfaces inside their offices. Household cleaning agents can be used;
3. Employees are banned from receiving personal visitors. Only individuals who have transactions with the government are allowed in the offices;
4. Offices should ensure that hand sanitizers or alcohol should be made available to the public before entering and leaving the offices. Employees should practice regular handwashing using soap and water;
5. Employees who have shortness of breath, fever, cough, cold and flu-like symptoms shall stay home and have themselves checked by a doctor. They should bring a doctor's medical certificate that they are cleared to report back to work;
6. Employees are prohibited to share food and eating utensils with others during meals in their offices. Everyone is required to bring their own re-usable dining wares;
7. All Araw ng Barangay celebrations shall be canceled or postponed until after the Public Health Emergency is lifted or withdrawn. The conduct of Caravan of Government Services shall be canceled until after the Public Health Emergency is lifted or withdrawn. However, there shall be no disruption in the delivery of basic government services in the appropriate government building and offices;
8. Personal follow-ups of transactions/ requests of clients are prohibited. Clients are required to make phone or email follow-ups. Offices should ensure that clients are promptly attended to in this mode of follow-up. The City Government Trunkline Number is (082) 241 1000 which can connect to 154 units of the City Hall;
9. Heads of offices should allow online and email submissions for simple documents, which include but is not limited to invitations, simple requests, and non-essential documents;
10. All foreign travels of employees for leisure and vacation are hereby canceled until after the Public Health Emergency is lifted or withdrawn. Anyone caught in violation shall be dismissed or shall be charged administratively;

11. Lakbay Aral visits to Davao City government offices are hereby postponed until after the Public Health Emergency is lifted or withdrawn;
12. Walk-in learning hub trips to PSSCC, Central 911, Co Su Gian Elderly Center, and other Social Services institutions are hereby suspended until after the Public Health Emergency is lifted or withdrawn;
13. The City Health Office is hereby ordered to conduct misting disinfection in public places and government offices;
14. The City Health Office shall ensure that Sec. 8 of RA 11332 per Proclamation 922 shall be strictly followed. The City Epidemiology and Surveillance Units are functional. All Barangay Health Workers shall form part of the CESU and shall be provided by the CHO a list of their tasks during this health emergency;
15. All barangays are mandated to activate their Barangay Health Emergency Response Teams to support the CHO and the DOH in implementing RA 11332;
16. Davao City Reports contact information shall be used for public reporting of suspected cases for follow-up by CHO.
 Mobile: 0917 131 2333, 0919 072 2222
 Email: davaocityreports@gmail.com
 Facebook: <https://www.facebook.com/davaocityreports/>

PRIVATE SECTOR

17. Private Organizations, business establishments, and other offices are strongly encouraged to **postpone non-essential mass gatherings** until after the Public Health Emergency is lifted or withdrawn;
18. All restaurants, hotels and other event centers are strongly encouraged to allow their clients to reschedule or rebook events without additional charges and penalties;
19. Banks, hotels, resorts, restaurants, hospitals, places of worship, buses, jeepneys, taxis, ride-sharing vehicles, government offices, schools, malls, theaters, airports, taxi and van terminals, ports, civil courts, fitness gyms, recreational centers, funeral parlors, internet cafes, bars, coffee shops, palengkes and all other places where people frequently gather should have their DAILY DISINFECTION PROTOCOLS for frequently touched surfaces;
20. Restaurant and other food vendors are mandated to use hairnets, masks, and gloves in food handling. Proper food handling protocols should at all times be observed;
21. In the absence of an official advisory from the Department of Education and Commission on Higher Education, schools are mandated to implement distance learning and provide home assignments and worksheets, accelerate their school calendar to shorten the school year and postpone recognition and graduation activities until after the Public Health Emergency is lifted or withdrawn;
22. Places of worship are mandated to issue guidelines in the conduct of activities for the observance of Lent and Ramadan. All rituals and ceremonies pertaining to these religious activities that can be dispensed shall be canceled. Proper food handling during Iftar should be observed and mass gathering for Iftar shall be disallowed. Iftar should be celebrated inside the privacy of residences.

DEPARTMENT OF TRADE AND INDUSTRY

23. DTI is mandated to ensure that the **price freeze** is implemented and that those guilty of profiteering shall be reported for cancellation of business permit and padlocked for indefinite closure;
24. DTI is mandated to enforce Section 6 of RA 7581 The Price Act and all other provisions therein, unless otherwise prohibited by the President. Information on the prices of basic commodities must be made available to the public everyday through all information channels;
25. DTI must ensure that Illegal acts of price manipulation shall be reported for cancellation of business permit and padlocked for indefinite closure;

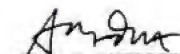
DEPARTMENT OF HEALTH

26. DOH is mandated to instruct all the LGU Health Officers of Region XI with a common protocol in the implementation of the State of Public Health Emergency and RA 11332;
27. Everyone is enjoined to review and abide by the DOH advisory pertinent to their organization:
 - For workplace — DOLE Labor Advisory #4 Series 2020 and DOH Dept. Memo 2020-0056
 - For Hospitals — DOH Dept. Memo 2020-0035
 - For Airports and seaports — DOH Dept. Memo 2020-0063
 - For residential communities — DOH Dept. Memo 2020-0059
 - For schools — DOH Dept. Memo 2020-0055 and DepEd Memo 15 s. 2020
 - For hotels and other similar establishments — DOH Dept. Memo 24. 2020-0057
28. Do not Panic.
29. Avoid crowded places.
30. Avoid unnecessary travels outside of Davao City.
31. If you are unwell, DO NOT GO TO WORK, DO NOT TRAVEL. Seek medical attention immediately. Provide accurate medical history to your doctors.
32. Additional Prevention Actions: <https://www.cdc.gov/.../2019-.../about/prevention-treatment.html>
 - Avoid close contact with people who are sick.
 - Avoid touching your eyes, nose, and mouth.
 - Stay home when you are sick.
 - Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
 - Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
 - Follow recommendations for using a facemask:
 - Do not recommend that people who are well/healthy wear a facemask to protect themselves from respiratory diseases, including COVID-19.
 - Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. The use of

facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).

- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.

Please be guided accordingly.


SARA Z. DUTERTE
City Mayor

